

DATE: 8/19/2009

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00095129
B2009000186

JEFFERSON PARISH
PURCHASING DEPARTMENT
P.O. BOX 9
GRETN, LA. 70054-0009
504-364-2678

VENDOR:

BUYER: AHolmes

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053 UNTIL 2:00 PM, 9/10/2009 AND PUBLICLY OPENED UPON COMPLETION OF ADMINISTRATIVE TASKS.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES DISQUALIFY BID.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS
THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. THIS BID PACKAGE MUST BE RETURNED IN ITS ENTIRETY.

Questions on this bid are to be faxed to (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned in all requests.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH will accept one bid only from each vendor. Items bid must meet or exceed specifications.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection.

If the bid exceeds \$20,000.00 and the bidder is an agency, corporation, partnership, or other legal entity, the president, vice-president, secretary/treasurer, or an authorized agent, shall sign the proposal, and satisfactory evidence of the authority of the person signing for the agency, corporation, partnership, or other legal entity shall be attached to the proposal.

AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE.

Preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA-R.S.38:2251-2261"

USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

JEFFERSON PARISH requires a firm price. Quoted price will remain firm until _____

PRICES: Jefferson Parish is exempt from paying sales tax under LSA-RS 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit measure specified and unless otherwise specified, shall be exclusive of state and Parish taxes. If a contractor is to act as Purchasing Agent for tax-exempt purposes, the Parish shall specifically state so within this bid specification. All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A117.1-1961).

RESPONSE TO INVITATION: If your company is unable to bid on this request, please state your reason on bid form, and return to this office before bid opening date. Failure to do so may result in the removal of your company from Jefferson Parish's vendors list.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 105529 or 105530 dated 5/17/06. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053.

POSTING OF BIDS: Non-Advertised bids will be posted on bulletin board in Suite 4400, Jefferson Parish General Government Building, Gretna, LA, for a period of Five (5) working days after opening date.

Advertised bids will be tabulated and a copy forwarded to each responsive bidder.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

12,13,14,15,16

1. All bidders are invited to attend the pre-bid conference. Failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. This conference is held to allow questions to be answered and inspect the site with owner's representative, etc. Failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification (with no additional cost to the owner).
2. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project.
3. A Louisiana state contractor's license may be required in accordance with LSA-R.S. 37:2150 et seq.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

4. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
5. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
6. All awards in excess of \$5,000.00 for the construction, alteration, or repair of any public works will be reduced to a formal contract which shall be recorded at the contractor's expense. A price list of recordation costs may be obtained from the Clerk of Court and Ex-officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 reduced to formal contract will require a performance bond.
7. A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. Performance bond shall be supplied at the signing of the contract.
8. Please indicate if you have insurance: YES _____ NO _____
Successful bidder will be required to furnish proof of insurance to this office.
Successful bidder will be required to furnish Federal I.D. Number.
9. Minimum insurance requirements for this bid are as indicated on the attached sheet.
10. Each bid must be accompanied by a cashier's check, certified check, money order, or surety bid bond in the amount of 5% of the bid.
11. Affidavit required to be submitted with bids on all solicitations for construction, alteration or demolition of public building or project. (LSA-R.S. 38:2224)
12. This is a requirements contract to be provided on an as needed basis.
13. All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES _____ NO _____

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____.

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

14. In the event that the successful bidder cannot furnish a specific item or material and labor in the required time, JEFFERSON PARISH may purchase on an emergency basis from the next lowest bidder, or available source, until such time as the successful bidder has notified the PARISH in writing that his stock or labor capability has been replenished. The difference in price will be charged against the successful bidder of this contract, and evidence of purchases and price will be provided.
15. Vendor will be required to submit to the chief buyer of the JEFFERSON PARISH Purchasing Department a quarterly usage report by item of all items listed on this proposal.
16. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be disqualified if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES _____

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK _____

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK _____

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) _____

***** ALL BIDDERS MUST COMPLETE SECTION BELOW *****

FIRM NAME:

SIGNATURE:

(Must be signed here)

TITLE:

PRINT OR TYPE NAME:

ADDRESS:

CITY, STATE:

ZIP:

TELEPHONE:

()

FAX:

()

EMAIL ADDRESS:

TOTAL PRICE OF ALL BID ITEMS: \$ _____

THIS BID MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY/FIRM FOR BID TO BE VALID. BID PACKAGE, INCLUDING INSTRUCTIONS AND SPECIFICATIONS, MUST BE RETURNED IN ITS ENTIRETY FOR BID TO BE VALID. SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the bid number and bid opening date indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00095129

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			ANNUAL CONTRACT FOR VETERINARY SUPPLIES FOR THE JEFFERSON PARISH ANIMAL SHELTER		
1	6	BTL	0010 Acepromazine Tablets 10 mg 100 tablets per bottle		
2	30	BTL	0020 Acepromazine Injectable 10 mg/ml 50 ml bottle		
3	200	BX	0030 Advantage 55-100 lbs 4 per box 4		
4	2	BTL	0040 Albon Oral Suspension 5 percent 473 ml bottle		
5	400	BX	0050 Amoxi drops 50 mg/ml 30 ml bottle		
6	400	BTL	0060 Clavamox Drops 62.5 mg/ml 15 ml bottle		
7	8	EA	0070 Animax Ointment 15 gm		
8	48	BTL	0080 Clindamycin Drops 25 mg/ml 20 ml bottle		
9	20	BTL	0090 Antisedan 5 mg/ml 10 ml bottle		
10	12	BTL	0100 Baytril Injectable 22.7 mg/ml 20 ml bottle		
11	12	BTL	0110 Betagen Topical Spray 240 ml		
12	30	BTL	0120 Butorphanol 10 mg/ml 10 ml bottle		
13	20	BTL	0130 Clavamox Tablets 125 mg 210 tabs per bottle		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00095129

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
14	14	BTL	0140 Clavamox Tablets 250 mg 210 tabs per bottle		
15	10	BTL	0150 Clavamox Tablets 375 mg 210 tabs per bottle		
16	8	BTL	0160 Cephalexin 250 mg 500 tabs per bottle		
17	8	BTL	0170 Cephalexin 500 mg 500 tabs per bottle		
18	12	GL	0180 Chlorhexidine Scrub 4 percent gallon		
19	8	GL	0190 Chlorhexidine Solution 2 percent gallon		
20	6	BTL	0200 Depo Medrol Injectable 20 mg/ml 5 ml bottle		
21	12	BTL	0210 Dexamethasone Inj 2 mg/ml 100 ml bottle		
22	8	BTL	0220 Dexamethasone Injectable 4 mg/ml 100 ml bottle		
23	40	BTL	0230 Diazepam Injectable 5 mg/ml 10 ml per vial 10 vial per pack		
24	50	BTL	0240 Domitor 1 mg/ml 10 ml bottle		
25	150	BTL	0250 Fatal Plus 250 ml bottle		
26	80	BX	0260 Frontline 89-132 lbs 6 per pack		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00095129

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
27	50	BX	0270 Felv/FIV combo tests 30 per box		
28	250	BX	0280 Heartworm Occult tests 25 tests per box		
29	10	BX	0290 Parvo Test Kits 5 per box		
30	15	BX	0300 Immiticide 5 vials/box		
31	20	BTL	0310 Ivermectin Injectable 1 percent 50 ml bottle		
32	40	BTL	0320 Ketamine 100 mg/ml 10 ml		
33	50	EA	0330 Lactated Ringesr Inject 1000 ml		
34	10	BTL	0340 Lidocaine 2 percent 50 ml bottle		
35	20	BTL	0350 Metacam Injection 5 mg/ml 10 ml bottle		
36	10	BTL	0360 Metoclopramide 5 mg/ml 2 ml bottle		
37	120	TUBE	0370 Neo/Poly/Bac Ophthalmic Ointment 3.5 gm tube		
38	60	TUBE	0380 Neo/Poly/Bac HC Ophthalmic Ointment 3.5gm tube		
39	6	TUBE	0390 Nutrical Vitamin Gel tube		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00095129

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
40	10	BTL	0400 Doxycycline 100 mg 500 count bottle		
41	12	EA	0410 Otomax Ointment 8 oz		
42	12	BX	0420 Panacur 4 gm 30 packs/box		
43	60	BTL	0430 Penicillin Injection 250 ml		
44	3	BTL	0440 Prednisone 5 mg 1000 per bottle		
45	8	BTL	0450 Prednisone 20 mg 1000 per bottle		
46	40	BTL	0460 Isoflurane 250 ml bottle		
47	8	BTL	0470 Pyrantel 32 oz		
48	80	BTL	0480 Telazol 5 ml		
49	24	TUBE	0490 Terramycin Ophthalmic Ointment 1/8 ounce tube		
50	500	TRAY	0500 DA2PP Vaccine 25 doses/tray		
51	500	TRAY	0510 DA2PPL Vaccine 25 doses/tray		
52	1000	TRAY	0520 Bordatella Vaccine Intranasal Canine 25 doses/tray		
53	100	BTL	0530 RABIES VACCINE 10 DOSE TANK CANINE/FELINE		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00095129

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
54	10000	TRAY	0540 FVRCP VACCINE 25 DOSES/TRAY		
55	4	BTL	0550 VITAMIN B COMPLEX 250 ML BOTTLE		
56	12	EA	0560 PDO Cassette Suture 2-0 15M		
57	12	EA	0570 PDO Cassette 2 15M		
58	12	EA	0580 Chromic Gut Suture Cassette 1 50 M		
59	12	EA	0590 Chromic Gut Suture Cassette 0 50M		
60	600	BX	0600 3 cc Syringes w/ 20 gauge needles 100/box		
61	500	BX	0610 1 cc Syringe w/ 25 gauge needle 100/box		
62	100	BX	0620 10 cc Syringe without needle 100/box		
63	30	BX	0630 Surgical Blade Stainless Steel #10 100/box		
64	6	BX	0640 Surgical Drape 38 in X 100 yds		
65	15	BX	0650 Surgical Caps 100/box		
66	15	BX	0660 Surgical Masks Earloop 50/box		
67	100	BX	0670 Surgeon Gloves Size 7.5 50/box 2		

DATE: 8/19/2009

Page 10

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00095129

SEALED BID[illegible]

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

INCORPORATED.

AT THE MEETING OF DIRECTORS OF _____
INCORPORATED, DULY NOTICED AND HELD ON _____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED. THAT _____, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE AND RECEIPT THEREFOR ALL
PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF
ANY SUCH BID OR CONTRACT, THIS CORPORATION HEREBY RATIFYING,
APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT
PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE
A TRUE AND CORRECT COPY OF AN
EXCERPT OF THE MINUTES OF THE
ABOVE DATED MEETING OF THE BOARD
OF DIRECTORS OF SAID CORPORATION,
AND THE SAME HAS NOT BEEN
REVOKED OR RESCINDED.

SECRETARY-TREASURER

DATE